

DIVISION OF JUVENILE JUSTICE MCLAUGHLIN YOUTH CENTER	MYC Policy Number 1610 2008	April 7,
Subject: PHYSICAL EXERCISE AND RECREATION of 1		Page 1

I. POLICY:

It is McLaughlin Youth Center's policy to provide programs of recreation and exercise that are compatible with the varying levels of interest, abilities and physical needs of the residents, and that provide residents with organized physical exercise on a daily basis.

II. RESPONSIBILITY:

It is the responsibility of the Unit Supervisor or his/her designee to prepare a weekly schedule of recreational activities. The Recreation Therapist will also provide units with weekly scheduled recreation programming for residents. It will be the Shift Supervisor's responsibility to assign staff to provide proper surveillance and supervision of scheduled activities.

III. PROCEDURE:

- A. A weekly schedule will be posted on each unit which will include: physical exercise, religious services, visiting, group counseling and non-physical recreational activities. Cottage programs will also include off-center outings. A monthly Recreation Therapy program calendar will be provided for each unit to help supplement recreational programming for unit residents.
- B. Each resident shall be afforded the opportunity to receive minimum of 3.5 hours per week of physical exercise. This may be accomplished through the school physical education program, Recreation Therapy groups, or through physical education activities directed by unit staff.
- C. Outdoor physical exercise will be offered to each resident except in cases where overriding supervision considerations require limitation or cases where the physical facility imposes limitations. Indoor recreation may be substituted when weather conditions make outdoor exercise inappropriate.

IV. REFERENCE:

7 AAC 52.430

7 AAC 52.160

APPROVED BY: Barbara L. Henjum, Superintendent	SUPERCEDES POLICY NO. 1610 DATED: June 7, 2007
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DIVISION OF JUVENILE JUSTICE MCLAUGHLIN YOUTH CENTER	MYC Policy Number: 1002 2008	February 14,
Subject: FOOD SERVICE PLAN of 3		Page 1

I. POLICY:

It is McLaughlin Youth Center policy to assure the Food Service Program will be conducted in a manner that includes the elements of nutrition, including for breakfast and lunch as stipulated by the USDA National School Lunch, Breakfast, and Snack programs. Other elements required include variety, snacks, sanitation, serving hours, geographic and ethnic population, religion, and medical or special diets.

II. RESPONSIBILITY:

It is the responsibility of the Superintendent, as delegated, to ensure the enforcement of this policy.

III. PROCEDURE:

- A. The Food Service Manager will prepare and submit the Food Service menu to the contract dietician or physician for approval at least one week prior to applying it as part of the food plan. At a minimum, the Food Service menu will be reviewed annually. Once the menu is approved, changes will be kept to a minimum and must be appropriate nutritional substitutes. All menu substitutions must be approved by the Food Service Manager and noted on the menu.
- B. The menu will provide ample portions of food from ~~each of the four food~~ groups in accordance with nationally recommended food allowances (USDA) to ensure the proper nourishment of physically active juveniles. The planning and preparation of all meals will consider appearance, palatability, texture, temperature, and flavor.
- C. The Food Service plan provides for a single menu for staff and juvenile residents, except for residents on specially prescribed diets. Therapeutic diets will be provided and served to residents upon orders from the McLaughlin Youth Center physician or dentist.
- D. Upon written request to the Food Service Manager, from the appropriate clergy, religious diets will be made available to residents whose religious beliefs require the adherence to religious dietary laws.
- E. At least three meals, of which two are hot meals, will be provided at regular meal times during each 24-hour period with no more than 14 hours between the evening meal and breakfast. Provided basic nutritional goals are met, variations may be allowed for weekends and holidays. Under no circumstances will food, including snacks, be withheld, nor the standard menu varied, as a disciplinary sanction.
- F. A uniform system of record keeping must be maintained on all meals served. Production records shall include menus, food costs, nutritional accounting, and number of residents and staff served.

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G. Food Service and facility sanitation and health standards shall comply with food service regulation 18#AA#C31.

H. The Nursing staff will notify the Food Service Manager of any special diet required in writing by prescription of the physician or dentist. It is the responsibility of the Food Service Manager or his designee to oversee the preparation of all special diets. A copy of all special diets will be maintained in the resident's medical file.

IV. REFERENCE:

APPROVED BY: Barbara L. Henjum, Superintendent

SUPERCEDES POLICY NO. 1002
DATED: December 29, 2006

McLaughlin Youth Center

Wellness School Policy

Preamble

Whereas, children need access to healthful foods and opportunities to be physically active in order to grow, learn, and thrive;

Whereas, good health fosters student attendance and education;

Whereas, obesity rates have doubled in children and tripled in adolescents over the last two decades, and physical inactivity and excessive calorie intake are the predominant causes of obesity;

Whereas, heart disease, cancer, stroke, and diabetes are responsible for two-thirds of deaths in the United States, and major risk factors for those diseases, including unhealthy eating habits, physical inactivity, and obesity, often are established in childhood;

Whereas, 33% of high school students do not participate in sufficient vigorous physical activity and 72% of high school students do not attend daily physical education classes;

Whereas, only 2% of children (2 to 19 years) eat a healthy diet consistent with the five main recommendations from the Food Guide Pyramid;

Whereas, nationally, the items most commonly sold from school vending machines, school stores, and snack bars include low-nutrition foods and beverages, such as soda, sports drinks, imitation fruit juices, chips, candy, cookies, and snack cakes;

Whereas, school districts around the country are facing significant fiscal and scheduling constraints; and

Whereas, community participation is essential to the development and implementation of successful school wellness policies;

Thus, the McLaughlin Youth Center is committed to providing school environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating and physical activity. Therefore, it is the policy of the McLaughlin Youth Center that:

- The school district will engage students, parents, teachers, food service professionals, health professionals, and other interested community members in developing, implementing, monitoring, and reviewing nutrition and physical activity policies.
- All residents will have opportunities, support, and encouragement to be physically active on a regular basis.
- Foods and beverages sold or served at school will meet the nutrition recommendations of the *U.S. Dietary Guidelines for Americans*.
- Qualified child nutrition professionals will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; will accommodate the religious, ethnic, and cultural diversity of the

- student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.
- To the maximum extent practicable, all schools in our district will participate in available federal school meal programs (including the School Breakfast Program, National School Lunch Program [including after-school snacks]. Schools will provide nutrition education and physical education to foster lifelong habits of healthy eating and physical activity, and will establish linkages between health education and school meal programs, and with related community services.

I. School Health Council

McLaughlin Youth Center will create a health council to develop, implement, monitor, review, and, as necessary, revise school nutrition and physical activity policies. The councils also will serve as resources to school sites for implementing those policies.

This Council should consist of representatives from MYC School, MYC nursing staff, MYC Food service, MYC detention and treatment staff, Facilities manager, MYC Superintendant and chosen residents.

II. Nutritional Quality of Foods and Beverages Served on Campus

Meals served through the National School Lunch and Breakfast Programs will:

- be appealing and attractive to children;
 - be served in clean and pleasant settings;
 - meet, at a minimum, nutrition requirements established by local, state, and federal statutes and regulations;
 - offer a variety of fruits and vegetables;²
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- **Breakfast.** To ensure that all children have breakfast, either at home or at school, in order to meet their nutritional needs and enhance their ability to learn:
 - MYC will operate the School Breakfast Program. All residents will be served a breakfast according to USDA Guidelines.
 - **Lunch**
 - MYC will participate in the NSLP and Afterschool snack program
 - All residents will be allowed an appropriate time for meal periods
 - MYC will provide students access to hand washing or hand sanitizing before they eat meals or snacks.
 - **Qualifications of School Food Service Staff.** Qualified nutrition professionals will administer the school meal programs. As part of the school district's responsibility to operate a food service program, we will provide continuing professional development for all nutrition professionals in schools. Staff development programs should include

- appropriate certification and/or training programs for child nutrition directors, school nutrition managers, and cafeteria workers, according to their levels of responsibility.⁴
- **Sharing of Foods and Beverages.** Schools should discourage students from sharing their foods or beverages with one another during meal or snack times, given concerns about allergies and other restrictions on some children's diets.

Snacks. Snacks served during the school day or in after-school care or enrichment programs will make a positive contribution to children's diets and health, with an emphasis on serving fruits and vegetables as the primary snacks and water as the primary beverage. Schools will assess if and when to offer snacks based on timing of school meals, children's nutritional needs, children's ages, and other considerations. The district will disseminate a list of healthful snack items to teachers, after-school program personnel, and parents.

- If eligible, schools that provide snacks through after-school programs will pursue receiving reimbursements through the National School Lunch Program.
- **Rewards.** Schools will not use foods or beverages, especially those that do not meet the nutrition standards for foods and beverages sold individually (above), as rewards for academic performance or good behavior,⁵ and will not withhold food or beverages (including food served through school meals) as a punishment.
- **Celebrations.** Schools should limit celebrations that involve food during the school day to no more than one party per class per month. Each party should include no more than one food or beverage that does not meet nutrition standards for foods and beverages sold individually (above). The district will disseminate a list of healthy party ideas to parents and teachers.

III. Nutrition and Physical Activity Promotion and Food Marketing

Nutrition Education and Promotion. McLaughlin Youth Center aims to teach, encourage, and support healthy eating by students. Schools should provide nutrition education and engage in nutrition promotion that:

- is offered at each grade level as part of a sequential, comprehensive, standards-based program designed to provide students with the knowledge and skills necessary to promote and protect their health;
- is part of not only health education classes, but also classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects;
- includes enjoyable, developmentally-appropriate, culturally-relevant, participatory activities, such as contests, promotions, taste testing, farm visits, and school gardens;
- promotes fruits, vegetables, whole grain products, low-fat and fat-free dairy products, healthy food preparation methods, and health-enhancing nutrition practices;
- emphasizes caloric balance between food intake and energy expenditure (physical activity/exercise);
- links with school meal programs, other school foods, and nutrition-related community services;
- teaches media literacy with an emphasis on food marketing; and
- includes training for teachers and other staff.

Integrating Physical Activity into the Classroom Setting. For students to receive the nationally-recommended amount of daily physical activity (i.e., at least 60 minutes per day) and

for students to fully embrace regular physical activity as a personal behavior, students need opportunities for physical activity beyond physical education class. Toward that end:

- classroom health education will complement physical education by reinforcing the knowledge and self-management skills needed to maintain a physically-active lifestyle and to reduce time spent on sedentary activities, such as watching television;
- opportunities for physical activity will be incorporated into other subject lessons; and
- classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.

IV. Physical Activity Opportunities and Physical Education

Daily Physical Education (P.E.) K-12. All students in grades K-12, including students with disabilities, special health-care needs, and in alternative educational settings, will receive daily physical education (or its equivalent of 150 minutes/week for elementary school students and 225 minutes/week for middle and high school students) for the entire school year. All physical education will be taught by a certified physical education teacher. Student involvement in other activities involving physical activity (e.g., interscholastic or intramural sports) will not be substituted for meeting the physical education requirement. Students will spend at least 50 percent of physical education class time participating in moderate to vigorous physical activity.

Physical Activity Opportunities Before and After School. All elementary, middle, and high schools will offer extracurricular physical activity programs, such as physical activity clubs or intramural programs. All high schools, and middle schools as appropriate, will offer interscholastic sports programs. Schools will offer a range of activities that meet the needs, interests, and abilities of all students, including boys, girls, students with disabilities, and students with special health-care needs.

Physical Activity and Punishment. Teachers and other school and community personnel will not use physical activity (e.g., running laps, pushups) or withhold opportunities for physical activity (e.g., recess, physical education) as punishment.

V. Monitoring and Policy Review

Monitoring. The superintendent or designee will ensure compliance with established district-wide nutrition and physical activity wellness policies. In each school, the principal or designee will ensure compliance with those policies in his/her school and will report on the school's compliance to the school district superintendent or designee.

School food service staff, at the school or district level, will ensure compliance with nutrition policies within school food service areas and will report on this matter to the superintendent (or if done at the school level, to the school principal). In addition, the school district will report on the most recent USDA School Meals Initiative (SMI) review findings and any resulting changes. If the district has not received a SMI review from the state agency within the past five years, the district will request from the state agency that a SMI review be scheduled as soon as possible.

The superintendent or designee will develop a summary report every three years on district-wide compliance with the district's established nutrition and physical activity wellness policies, based on input from schools within the district. That report will be provided to the school board and also distributed to all school health councils, parent/teacher organizations, school principals, and school health services personnel in the district.

Policy Review. To help with the initial development of the district's wellness policies, each school in the district will conduct a baseline assessment of the school's existing nutrition and physical activity environments and policies.²³ The results of those school-by-school assessments will be compiled at the district level to identify and prioritize needs.

Assessments will be repeated every three years to help review policy compliance, assess progress, and determine areas in need of improvement. As part of that review, the school district will review our nutrition and physical activity policies; provision of an environment that supports healthy eating and physical activity; and nutrition and physical education policies and program elements. The district, and individual schools within the district, will, as necessary, revise the wellness policies and develop work plans to facilitate their implementation.

McLaughlin Youth Center Meal Satisfaction Survey

Date / Time _____

Meal _____

Breakfast / Lunch / Dinner / Snack _____

Rate = *Excellent* *Good* *Fair* *Poor*

Quality

A. Taste _____

B. Appearance _____

C. Temperature _____

Meal Description _____

(i.e., hamburger, roast beef,

Luncheon, etc.) _____

(circle one)

What was missing? _____

Were all of the appropriate condiments available? _____
(catsup, mustard, tartar sauce, dressings, etc.)

Yes No

(circle one)

Comments _____

Were the portions satisfactory? _____

Yes No

Were there enough salad bar options? _____

Yes No

Were there appropriate beverages available? _____

Yes No

Was the service ware clean & appropriate? _____
(Serving spoons, tongs, ladles etc.)

Yes No

Glasses, plates, silverware clean? _____

Yes No

Dining Room

Service Areas

Was the serving line clean & neat? _____

(circle one)

Yes No

Was the salad bar clean & neat? _____

Yes No

Tables clean & wiped? _____

Yes No

Chairs clean & in place? _____

Yes No

Floor Clean? _____

Yes No

Comments _____

Service Personnel

Were the employees courteous, clean, & professional? _____

(circle one)

Yes No

Is there anyone you would like to single out for recognition? Why? _____

Were the resident employees courteous, clean, & professional? _____

Yes No

Were the plates being served neat & clean? _____

Yes No

General Comments or Suggestions

Please take a moment to make a few comments as to how we may
improve the food service here at McLaughlin.

(Add'l comments over)

If you wish to be contacted: Name: _____

Unit / Phone _____